

Agenda Item: 1532
PREP Board: 2.22.2012

PIEDMONT REGIONAL EDUCATION PROGRAM
BOARD MEETING
October 26, 2011

The PREP Joint Board of Control met on Wednesday, October 26, 2011, at 10:00 AM at the Madison County School Board Office, located at 60 School Board Ct, Madison, Virginia.

BOARD MEMBERS PRESENT: Mr. Harley Miles, Albemarle County Schools Representative, Mr. Tom Muir, Fluvanna County Schools Representative, Mr. Jason Collier, Greene County Schools Representative, Ms. Doreen Jenkins, Madison County Schools Representative, and Ms. Aline Johnson, Rappahannock County Schools Representative

Ms. Leanne Malulani, Culpeper County Schools Representative arrived at 11:00 am and was not present to vote on any agenda items.

BOARD MEMBERS ABSENT: Ms. Llezelle Dugger, Charlottesville City Schools Representative, Mr. Greg Strickland, Louisa County Schools Representative and Ms. Jane Mays, Nelson County Schools Representative,

STAFF MEMBERS PRESENT: Dr. Mary McManus, Executive Director: Ms. Joanne Tyler, Clerk:

A listing of Superintendents and Directors in attendance is on file in the PREP office.

Call to Order – Mr. Jason Collier called the meeting to order at 10:10 am.

Agenda Item No. 1. Approval of Agenda as Amended

Mr. Harley Miles made a motion to approve the agenda and Ms. Doreen Jenkins seconded the motion. The motion passed unanimously.

Agenda Item No. 2. Consent Agenda

- 1511. Minutes of the September 28th Meeting
- 1512. Review of List of Claims for September
- 1513. Review of Revenues and Expenditures for September
- 1514. Approval to Appropriate and Expend \$17,163.25 in Contingency Funds to Repay Refund Rappahannock Overpayment of Ivy Creek Bill
- 1515. Approval to Appropriate and Expend \$640.00 in Medicaid Carryover for Fluvanna County Schools
- 1516. Approval to Appropriate and Expend \$1,000.00 grant from the Inez Duff Bishop Trust in Contingency funds for Ivy Creek School Enrichment Program
- 1517. Approval of Substitute & Office Staff

Agenda Item No. 3. Action Items

1518. Approval of the Consent Agenda Items

Mr. Harley Miles made a motion to approve the Consent Agenda Items and Ms. Doreen Jenkins seconded the motion. The motion passed unanimously.

1519. Approval to Appropriate and Expend \$17,310 in Contingency Funds to Pay for the Annual Conference

Mr. Harley Miles made a motion to approve the appropriation and expenditure of \$17,310 in Contingency Funds to Pay for the Annual Conference and Ms. Doreen Jenkins seconded the motion. The motion passed unanimously.

1520. Approval to Appropriate and Expend \$715 Contingency Funds for OT, AT, for Ivy Creek

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Ms. Doreen Jenkins made a motion to approve the appropriation and expenditure of \$715 in Contingency Funds for OT, AT, for Ivy Creek and Mr. Harley Miles seconded the motion. The motion passed unanimously.

1521. Approval of the PREP Operating Agreement

Ms. Aline Johnson made a motion to approve the submission of the PREP Operating Agreement to the Individual Boards for their approval and Mr. Harley Miles seconded the motion. The motion passed unanimously.

Albemarle	29
Charlottesville	21
Culpeper	4
Fluvanna	7
Greene	4
Louisa	4
Madison	2
Nelson	1
Rappahannock	1

Dr. McManus will inform the Board electronically by the end of this week of the attorney's advice on the districts nine (9) extra committed slots to Ivy Creek.

PREP will distribute the Operating Agreement electronically to the Districts by the end of this week upon the attorney's advice for approval.

1522. Approval of the PREP Lease Agreement

Ms. Doreen Jenkins made a motion to approve the PREP Lease Agreement and Ms. Aline Johnson seconded the motion. The motion passed unanimously.

1523. Approval of Executive Director Evaluation Timeline

The Chair asked to move this item to the January meeting.

The Board agreed that the Clerk should mail the Executive Directors Evaluation to each Board Member with a return due date of December 1, 2011 to the Chair.

Agenda Item No. 4. Information Items

1524. Minutes from SPED Director's Meeting

Dr. Mary McManus presented a power point on the SPED Director's Meeting held on September 28, 2011

1525. Strategic Plan

Dr. Mary McManus presented a power point on the Strategic Plan and requested the Board approve the following schedule:

January 25, 2012 PREP Board Meeting

- a. Reviewing and revising vision statement
- b. Receiving for review current goals 1 and 2

February 22, 2012 PREP Board Meeting

- a. Reviewing and revising mission statement
- b. Receiving for review current goals 3 and 4

March 28, 2012 PREP Board Meeting

- a. Determining goals based on vision, mission, and available data

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May 16, 2012 PREP Board Meeting

- a. **Reviewing tools developed to collect data:**
 - **Surveys**
 - **Questionnaires**
 - **Focus groups**
- b. **Purpose of tools**
 - **To develop a common perception**
 - **Identify strengths, weaknesses, trends, conditions**
 - **Draw on internal and external information**
 - **Key on-going process for internal and external honesty and openness to changing conditions**

September 2012 PREP Board Meeting

- a. **Reviewing information collected from surveys, questionnaires, and focus groups**
- b. **Setting goals – difference between where we are (current status) and where we want to be (vision and goals)**

October 2012 PREP Board Meeting

- a. **Discussing funding of goals for 2012-2013**

The Board agreed unanimously with Dr. McManus' strategic plan schedule recommendation.

1526. PREP and Ivy Creek Update

Dr. Mary McManus updated the Board on PREP and Ivy Creek Business

1. **PREP Conferences**
2. **Lending Library**
3. **2010-2011 Budget Information**
4. **PREP Leadership Retreat**
5. **Medicaid**

Agenda Item No. 5. Adjournment

Hearing no objections, the Chair adjourned the meeting at 11:30 am.

Respectfully Submitted:

Chairman, PREP Joint Board of Control

Clerk, PREP Joint Board of Control